

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on September 7, 2016 at 9:00 a.m. in the First Floor Conference Room, 220 S. Main Street, Bel Air, Maryland. The meeting was chaired by Moe Davenport, Department of Planning and Zoning.

The following members were in attendance:

Moe Davenport	Chairman, DAC
Bill Snyder	Volunteer Fire & EMS
Robin Wales	Department of Emergency Services
Patrick Jones	Soil Conservation District
Len Walinski	Harford County Health Department
Darryl Ivins	DPW Water and Sewer
Mike Rist	DPW Engineering
Corporal Brian O'Neill	Sheriff's Office
Rich Zeller	State Highway Administration
Eric Vacek	Planner, Development Review

Also in attendance were:

Robert Max	Thomas Mottley
Rick Chadsey	Debbie Turner
Ed Jehnert	Phyllis Freidman
Nicole Matricciani	Anthony Alston
Jenny Holahan	Mitch Ensor
Kirk Salvo	Bob Capalongo

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. He explained there are four plans on the agenda. Mr. Davenport explained that a brief presentation will be given by the consultant for the project. The DAC members will give their comments on the project. The meeting will then be opened up for anyone in attendance that may have questions or comments. If anyone has questions that are not answered, there are information request forms that can be filled out and submitted to the Department of Planning and Zoning and they will be responded to in writing. There is an attendance sheet circulating for everyone to sign. If a correct address is given, a copy of the minutes will be mailed or e-mailed. The minutes are recorded and will also be published to the Department of Planning and Zoning's website.

3111 EMMORTON ROAD

Located between Emmorton Road (Route 924) and Abingdon Road. Tax Map 61. Parcel 277. First Election District. Council District F. Planner Jennifer.

Plan No.	S548-2016	Construct 9,000 sf retail bldg./1.05 acres/B3
Received	08-03-16	3111 Emmorton Road LLC/Kingsville Holdings LLC/Bay State Land Services

Verbatim Transcript

Mitch Ensor with Bay State Land Services presented the plan:

Good Morning, my name is Mitch Ensor representing Bay State Land Services and the proposal in front of you today is for 3111 Emmorton Road, just for references purposes it is just north of the Boyle Buick facility there on Emmorton Road.

The property is zoned B3 and it has an existing use which is a drive thru bank which is currently unoccupied. The proposal for this site is to demolish that building and reconstruct a 9,000 square foot building and its associated parking.

There are no environmental features on the property. There is no existing forest by definition of the Harford County code, however, there are trees on the site that likely will have to come down and we would replant for those trees on site with afforestation on the site for all of the trees that we are taking down.

The site does meet the proposed parking for the required parking.

We do have an outdoor dumpster facility. We would be using the two existing accesses; one out to Abingdon Road and one onto MD Route 924 and we are proposing to close one existing entrance out to MD Route 924.

We will serve the site with public water and public sewer and to date we have submitted a stormwater management plan, the site plan before you, the landscaping plan, a lighting plan and a traffic impact analysis all for review.

We hope to obtain approval of the site as soon as possible. Thank you.

Bill Snyder – Volunteer Fire & EMS

Buildings shall have a Knox Key Box installed at a location on the building selected by the local fire chief. They shall be keyed for the Abingdon Fire Department: 410-638-3951.

Recommend the usage of non-combustible landscaping directly next to the buildings. Traditional, wooden-mulch increases likelihood of nuisance fires from outdoor smoking.

Robin Wales – Department of Emergency Services

The proposed building must display 8" – 10" address numbers and letters. The address must be clearly visible from Emmorton Rd (MD 924).

“Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers responding to a call for help. Buildings that are greater than 5,000 square feet, higher than 50 feet, contain underground storage or parking and are constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 800 MHz amplifier. Department of Emergency Services will test coverage in your facility once construction is finished. Call 410-638-4900 for this assistance.”

Please advise if the facility will have Closed Circuit Television (CCTV) Cameras. If so, please comment on Emergency Service’s ability to access the camera feeds or provide a point of contact to comment on this matter.

Emergency Services must have a list of 3 (three) emergency contacts for notification, response, and securing purposes if the facility is not 24-7.

Patrick Jones – Soil Conservation District

Concept SWM plans have been submitted and reviewed.

An adequate sediment and erosion control plan needs to be approved before a grading permit can be issued and that includes the demo for the existing dwelling. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase. The new 2011 Maryland Standard and Specifications for Soil Erosion and Sediment Control must be utilized.

A NOI permit is required from MDE when a project disturbs more than 1 acre. Please contact MDE about the NOI permit process.

Attached is information pertaining to the fee system for the review of sediment and erosion control plans. Please contact Bill Tharpe, 410.838.6181 x3, with questions about this information. This fee will be collected prior to the review of the site development plan.

Len Walinski – Harford County Health Department

The Harford County Health Department has extended its approval for the above referenced site plan. The site is located between Emmorton Road (MD Route 924) and Abingdon Road.

This plan proposes to construct a 9,000 sq. ft. retail building. The site is serviced by public water and sewer.

**Development Advisory Committee
Minutes, September 7, 2016
Page 4 of 25**

This office has the following comments regarding this project:

1. Any buildings listed to be razed will require a demolition permit that is secured through the Department of Planning and Zoning. All aspects of the demolition work must be reviewed, approved, and completed to the satisfaction to the Health Department. This includes but is not limited to the abandonment of any wells and septic systems, the management of asbestos, hazardous materials, and solid wastes, and the removal of underground storage tanks. All documentation concerning the demolition work must be forwarded to this office. If there are any questions concerning the demolition work, please contact Mr. Joe Delizia of the Health Department's Air/Waste Division at 410-877-2335.
2. If any of the tenants will store, process, package, sell or handle food or food products, the Health Department must review and approve all food service and building plans prior to issuance of the building permit, and a food service package must be completed. To request a food service facility review package, the owner or his/her agent should contact Mrs. Lisa Kalama at 410-877-2332. If the plan is recognized as a prototype plan, review will be required by the Department of Health and Mental Hygiene (DHMH), Division of Food Control. If there are any questions regarding this review, please contact Ms. Gwendolyn John at 410-767-8412.
3. Additional comments from this office will be provided at the time of the building permit or tenant/occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.
4. The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

Darryl Ivins – DPW Water & Sewer

Mitch I am forwarding you a copy of my comments and they would be conditions of site plan approval for the project.

New Series Required: Yes ☐ No ☒

If another series of this plan is submitted, then the Division of Water and Sewer would like an opportunity to comment on that series.

**Development Advisory Committee
Minutes, September 7, 2016
Page 5 of 25**

The Division of Water and Sewer has evaluated the proposed water and sewer utilities on this plan and has determined that if the approval conditions are complied with, the adequacy standards of the County Code will be met.

Water	X adequate	<input type="checkbox"/> inadequate
Sewer	X adequate	<input type="checkbox"/> inadequate

The following comments shall be included as conditions of Site Plan approval for the above-described project:

This property currently has public sewer service. Our office believes that the service runs adjacent to the rear entrance to the property from the main in Abingdon Road. The privately owned portion of this service may need to be relocated into the driveway because of the SWM/ESD area and the retaining wall at the rear of the site. If a new service is installed at the front of the property, the engineer must verify that there will be adequate separation from the existing 16 inch water main in Emmorton Road during the final design and the existing service must be abandoned per Harford County standards.

The property currently has a 3/4" public water service. It is located near the pole at the southern front corner of the property. If the existing service is not used, it must be abandoned at the main in accordance with Harford County standards. The new water meter shall be installed inside the building.

The existing water and sewer services must be shown on the utility drawing submitted with the Commercial Application. If they will not be used, they must be identified to be abandoned as part of the utility work.

If the water meter is placed in a 4'x 6' vault, it must be placed within a 15' x 20' drainage and utility easement. A plat and deed of easement shall be prepared by the property owner, using the standard Harford County format. When it is prepared, it must be submitted to the Division of Water and Sewer for review. The final approved copy of the easement document must be submitted to the county before a building permit may be approved for this project.

The Commercial Service Application Number 19894 must be added to the title block of the site plan submitted with the Application for approval.

Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. Contact the Division of Water and Sewer Administration and Permitting Section at 410-638-3300 for additional information.

Trees may not be placed within the drainage and utility easements or the SHA road right-of-way within fifteen feet (15') of existing or proposed utilities. The Division of Water and Sewer must have an opportunity to review the landscaping plan before it is approved by the Department of Planning and Zoning, to verify that this condition has been met. Approval of the Commercial Application for this project will not be granted until the landscaping plan is acceptable to the Division of Water and Sewer.

Mike Rist – DPW Engineering

The following comments are offered by the Division of Highways & Stormwater Management on the subdivision plan submitted:

NEW SERIES REQUIRED – NO

1. A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.
2. Stormwater management shall be provided and designed to the redevelopment criteria of the Harford County Code and the 2000 Design Manual as amended by Supplement 1.
3. A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.
4. A suitable outfall must be provided for the stormwater management facility at the rear of the property and shall be approved at the time of final design.
5. The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.
6. Maintenance of the stormwater management facility (facilities) is (are) the responsibility of the lot owner(s).
7. The entrance onto Abingdon Road is acceptable as constructed.

8. All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.
9. A traffic impact analysis was submitted for the following intersections:
 - MD 24 @ Singer Road
 - MD 924 @ Singer Road/Abingdon Road
 - MD 924 @ Box Hill South Parkway/Porter Drive
 - MD 924 @ Woodsdale Road/Shopping Center
 - Box Hill S. Parkway @ Box Hill Corporate Center Drive
 - Abingdon Road @ Box Hill S. Parkway/Dumbarton Drive
 - Abingdon Road @ Hookers Mill Road
 - MD 924 @ Site Accesses
 - Abingdon Road @ Site Access

Comments are being forwarded to Planning and Zoning.

Corporal Brian O'Neill – Sheriff's Office

No Comment.

Rich Zeller – State Highway Administration

Thank you for the opportunity to review the Site Plan for the property at 3111 Emmorton Road proposing to construct a 9000 sf, retail building (Salvo Auto Parts) on MD 924 in Harford County. The State Highway Administration (SHA) has reviewed the plan submission below and is pleased to respond:

An access permit will be required to construct a commercial entrance and frontage improvements on MD 924 for this site.

The proposed utility connections within the SHA right-of-way will be subject to the terms of a separate utility permit that may be obtained by contacting Mr. Michael Pasquariello, Utility Engineer at 410-229-2341.

The SHA is currently reviewing a traffic impact study (TIS) prepared for this development. When comments become available they will be forwarded to all interested parties. The SHA will defer specific comments regarding the site access and potential off-site road improvements until our review of the TIS is complete. A separate access permit would be required for any off-site improvement to a state road or intersection determined necessary to mitigate the traffic impact of this development.

**Development Advisory Committee
Minutes, September 7, 2016
Page 8 of 25**

If there are any questions, please contact Mr. Richard Zeller at 410-229-2332, or toll free (in Maryland only) at 1-866-998-0367 (x2332), or via email at rzeller@sha.state.md.us

Eric Vacek for Jennifer Wilson – Planner

NEW SERIES REQUIRED YES ☐ NO ☒

1. This plan is subject to the Harford County Forest Conservation Regulations. A Combined Forest Stand Delineation/Forest Conservation Plan has been reviewed and approved.
2. The Landscape Plan cannot be approved as submitted. There are discrepancies between the plants shown on the plan and those listed in the planting schedule. The plan shall be revised to address these issues.

Mitch Ensor – I have spoken with Jennifer and we have that corrected plan. I was waiting until today's comments before I resubmit it.

Eric Vacek – Thank you.

Public Comments -

Robert Max – My name is Robert Max and I own Max Emmorton LLC, the property next door. My only concern is any tall shrubbery or trees that may be planted between the 26' set back line and the property line. I'm concerned about it one blocking our signage and two blocking the site line of the cars that are coming out of our property, making a left onto 924 because there is a lot of traffic there and cars are moving quickly. I am just hoping that there is not going to be anything like tall shrubbery or trees in front of that 26' setback line that will block those views.

Moe Davenport – They are proposing foundation plantings. We will take a look at that. We share your same concern for site profile and site distance analysis. There are trees that are setback to the property line it looks like from the curb to there is about 15'.

Robert Max - If is possible to just set them back to the 26' line that will certainly be our preference.

Moe Davenport – Understood.

Mitch Ensor – Just for the record site line distances are generally and I think Rich and Mike can confirm this it is generally 14' back from the curb line inward and that would create our site line triangle. So, if we are 15' we are back beyond that.

Moe Davenport – There are certain State requirements that we cannot intrude upon with vegetation for the State Highway Administration we will adhere to those standards.

Robert Max – You understand my concern then. Thank you.

Mitch Ensor – Your concerns would be the same concerns of any user that is having their cliental pulling out of there so we will take those into consideration.

Robert Max – Thank you.

821 RED PUMP ROAD

Located at the east side of Red Pump Road; north of Barrymore Drive. Tax Map 48. Parcel 205. Third Election District. Council District B. BOA 5864. Planner Eric

Plan No. S554-2016 Convert existing residence to Personal Care Boarding Home/
.96 acres/R2

Received 08-04-16 821 Realty, LLC/CAN

Verbatim Transcript

Bob Capalonga with CNA presented the plan:

Good Morning. I am here to present the plan for the existing residence at 821 Red Pump Road to a personal care boarding home. The proposal is to maintain the existing driveway onto a County road. As to the structure, we will be adding a patio for folks to convene outside. There are two additions shown on the drawings and a small patio for the existing structure.

We are providing the required parking spaces. Five total. We are utilizing the existing driveway and only expanding enough in the parking space area to allow for a safe maneuvering of vehicles in and out.

As far as landscaping goes; we are removing a couple of shrubs and a few trees but we are also replacing all of that as per our Landscaping plan and more. The entire front of the house, the patio, everything is facing Red Pump Road and has additional landscaping and foundation plantings.

The only other thing of note is we are going to utilize the existing well for water service and the existing septic reserve area is approximated from the Health Department records and that is going to be abandoned as part of this submittal. We are going to tie into the existing sanitary sewer system. So we will have public sewer when we are done and we will maintain the existing well for domestic water service.

We also have a Special Exemption in hand for this conversion which was done prior to us coming to DAC. We are staying under 5,000 square feet total disturbance therefore we are not subject to sediment control or stormwater management. Forest Conservation is also exempt. We are not taking down anything significant which would be considered forest. A few trees we will replace and we will replace the shrubs.

This is the basics on this plan.

Bill Snyder – Volunteer Fire & EMS

Quick question; What type of residence is this actually? Is this elderly or special needs?

Bob Capalongo – The owners are here and they can speak on this.

Jenny Holahan – The residence will be seniors.

Bill Snyder – Ok, thank you. If you can designate an area for an ambulance with striping that would be helpful. More and more of these types of homes are popping up and we are finding it difficult to get an ambulance in and out.

Bob Capalongo – One thing on the site plan there is a 8' wide striped area that will have signage saying "No Parking". Believe it or not people actually park in these striped spaces so they have gone the extra length of putting "No Parking" signs up. That will be available as you pull into the driveway and go straight up. The door location is right here, let me point that out for you. The main door will be right here. This is an existing covered sort of garage or patio kind of thing that they are going to convert to building square footage. The main access will be here. So, if you pull in you can potentially park there and back out with this ring here as with a typical commercial parking lot.

Bill Snyder – Ok, thank you.

Recommend the usage of non-combustible landscaping directly next to the buildings. Traditional, wooden-mulch increases likelihood of nuisance fires from outdoor smoking.

Building with an automatic sprinkler system or a supervised, automatic fire detection system, shall have a Knox Box must be installed per NFPA 1, Part III, 3-6. It shall be keyed for the Bel Air Fire Company: 410-638-4401.

It is recommended that there be a designated ambulance-only load/unload area. This area would be free of both citizen and employee parking. It is also recommended that this area be a covered area. Please contact EMS Chief, Mike Fields (410-638-4400) for requested dimensions.

Robin Wales – Department of Emergency Services

The building must display “8-10” address numbers and letters. The address must be clearly visible from Red Pump Rd.

Please label all doors, so proper access can be gained during an emergency.

Please advise if the facility will have Closed Circuit Television (CCTV) Cameras. If so, please comment on Emergency Service’s ability to access the camera feeds or provide a point of contact to comment on this matter.

Patrick Jones – Soil Conservation District

As you noted, provided you maintain under 5,000 square feet I have not comments at this time.

Len Walinski for Julie Mackert – Harford County Health Department

The Harford County Health Department (HCHD) has reviewed and approved the above referenced site plan. The site is located on the north side of Red Pump Road; north of Barrymore Drive. The plan proposes to convert the existing residence to a Personal Care Boarding Home. The project will be serviced by public sewer and an existing well.

The following items must be completed prior to building permit approval:

1. The existing On-site Sewage Disposal System (OSDS) must be properly abandoned.
2. The consultant/applicant must make application for a “Notice of Exemption to Appropriate and Use Groundwater”. The completed application is to be submitted to the HCHD and upon processing, it will be forwarded to the Maryland Department of the Environment.
3. The existing well must be yield tested meeting the standards outlined in COMAR 26.04.04.26G.I.J.K. If the well does not meet the minimum yield requirement in the cited regulations, corrective action including the drilling of a new well may be required. Please note, the existing well was drilled in 1973 and is only 42 feet deep.
 - a. If the well yield is acceptable, the well construction including the terminal of the well must be evaluated and up-graded if not in compliance with current requirements as outlined in 26.04.04 prior to completing the water testing requirements.

- b. The water supply system must be chlorinated. After chlorination, the water supply must be tested for bacteria and nitrates. If the results are acceptable, a second bacteria sample must be collected at least seven (7) days later. More detailed information on the sampling requirements will be provided at the time of the site plan and/or building permit approval.
- c. If a new well has to be drilled, the existing well must be properly abandoned and the abandonment report submitted to this office by the well driller.

Upon approval of the building permit and prior to the approval of Use and Occupancy (U&O) permit the following is required.

- 1. Prior to the issuance of the Certificate of Occupancy (COO) the facility must be connected to the public sewer system.
- 2. A Certificate of Potability (COP) must be issued prior to placing the new well into service (if required) and as part of the COO requirements. COP testing consists of two (2) consecutive good bacteriological tests taken at least 7 days apart, as well as testing for nitrates, turbidity, and sand.
- 3. All water testing must be performed by a Maryland Certified Water Sampler and analyzed at a Maryland Certified Lab. All submitted results must include the Chain of Custody documentation. Questions regarding well issues should be directed to John Resline of this office at 410-877-2325.

The owner must secure written approval from the Maryland Department of Health and Mental Hygiene, Office of Health Care Quality. Please contact Ms. Valerie Richardson at 410-402-8185 for additional information regarding the approval process

If you have any additional questions, please contact this office.

Darryl Ivins – DPW Water & Sewer

Bob I'm forwarding you a copy of the Division of Water & Sewer's comments.

New Series Required: Yes ☒ No ☐

If another series of this plan is submitted, then the Division of Water and Sewer would like an opportunity to comment on that series.

Water	<input checked="" type="checkbox"/> adequate	<input type="checkbox"/> inadequate
Sewer	<input type="checkbox"/> adequate	<input type="checkbox"/> inadequate- see comments

**Development Advisory Committee
Minutes, September 7, 2016
Page 13 of 25**

A new series of this plan is required to address the following comments, concerns and/or requirements of the Department of Public Works, Division of Water and Sewer, on the above described project:

Our office is requiring that you connect to the public water system.

The public water main is approximately 130 feet away from the nearest property line. Public water service must be provided to the project by extending an eight inch diameter public main from the main located in the Open Space area on the west side of Red Pump Road. The main must include a fire hydrant on the east side of the road and have stubs for the future extension of the main to the north and south along the east side of the road. A public drainage and utility easement must be provided along the entire road frontage of the property for the future extension of the public water main. The water main and the drainage and utility easement must be shown on the next series of the plan.

There are two parallel lines resembling property lines along the front of the property. Which one of these is the property line? One says the approximate right of way line but all I found was the deed for the front property line.

Bob Capalongo - Well on the adjacent parcels there is a right of way back here. Both sides have a right of way projection beyond the front property line that is shown here. So, I assume the right of way line would be here for the purpose of the setbacks.

Darryl Ivins – Got it. Thank you.

The Brentwood Park Sewage Pumping Station will receive sewage from this project. The station has been identified in the annual Adequate Public Facilities Report for many years as having capacity problems. The Division of Water and Sewer is re-evaluating the pumping station to determine if there is capacity for this property to connect to the public sewer system.

If there is adequate sewer service at the Brentwood Park sewage pumping station for the proposed project, the existing lamphole must be replaced with a manhole as part of the utility work. The public portion of the service shall connect to the manhole and terminate in a clean out at the edge of the drainage and utility easement.

An additional fifteen foot wide drainage and utility easement shall be provided along the frontage of the lot for thirty five feet beginning at the northernmost corner of the property. This easement will allow the future extension of a public sewer main to the north. A plat and deed of easement shall be prepared by the property owner, using the standard Harford County format. When it is prepared, it must be submitted to the Division of Water and Sewer for review. The final approved copy of the easement document must be submitted to the county before a Commercial Service Application may be approved for this project.

The Commercial Service Application Number 19895 must be added to the title block of the site plan submitted with the Application for approval.

Any sewer cleanouts that are located within a paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

The construction contract number for the existing sewer main shall be shown on the drawing submitted with the Commercial Application.

A Public Works Utility Agreement (PWUA) is required for the construction of the public water and/or sewer mains associated with this project prior to the issuance of a building permit. It is the developer's/owner's or their representative's responsibility to contact the Division of Water and Sewer, Permits Review Supervisor at 410-638-3300 to request the preparation of the PWUA concurrent or following the submittal of the water and sewer contract drawings for this project.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. Contact the Division of Water and Sewer Administration and Permitting Section at 410-638-3300 for additional information.

Mike Rist – DPW Engineering

NEW SERIES REQUIRED – NO

1. Sediment Control and Stormwater Management must be addressed if land disturbance activities exceed 5000 S.F.
2. An access permit is required to widen the existing driveway entrance to a 24' width within the right of way.

Based on Darryl's comments if the water line is extended across the street (Red Pump Road) within the right of way then you will need to obtain a Utility permit for that work.

Corporal Brian O'Neill – Sheriff's Office

No comment.

Rich Zeller – State Highway Administration

The SHA has no objection to Site Plan approval as access is to a county road.

Eric Vacek – Planner

The property is zoned R-2 (Urban Residential) and totals 0.96 +/- acres. This plan proposes to convert an existing single family residence into a personal care boarding home.

This project is subject to the terms and conditions stated in Board of Appeals Case Number 5864. A copy of the Hearing Examiner's decision has been forwarded to the project file.

A Landscaping and Recreation plan (L14-043-1) has been submitted to the Harford County Department of Planning and Zoning for review. A detailed itemized estimate based on actual installation totaling \$3,200.00 was provided to the Department of Planning and Zoning.

Exterior lighting shall be reviewed by the Department of Planning and Zoning, and directed away from adjoining properties.

Public Comments –

Nicole Matricciani – I live in Cedarwood behind Red Pump. I'm also community liaison with Mercy Medical Center and I spend a lot of my time in these personal care homes. I do hospice and home care as the Social Worker and marketing liaison. So, when I saw the email hit our HOA my husband and I had some concerns and I had some time between patients this morning to attend this meeting. My question to you; are you the owner.

Jenny Holahan – I'm the owner.

Nicole Matricciani – So you are the owner and operator and will you be living on the premises or will it be run directly by 24 hour caregivers.

Jenny Holahan – It will be run by 24 hour caregivers.

Nicole Matricciani – And how many beds did you say?

Jenny Holahan – Ten

Nicole Matricciani – Is this going to be a medical assistance program or is it going to be private?

Jenny Holahan – All private.

Nicole Matricciani – And seniors only?

Jenny Holahan – Seniors only.

Nicole Matricciani – That covers my questions. I’m sorry I have one more. Licensed Assisted Living? I have not heard the term and I have done this forever, personal care.

Jenny Holahan – In Harford County that is the terminology they use. Personal Care Boarding Homes.

Nicole Matricciani – Really? And, you would follow the same guidelines as a small assisted living facility?

Jenny Holahan – Yes, I have to be licensed by the State of Maryland.

Nicole Matricciani – Thank you.

EMMORTON BUSINESS PARK – PRELIMINARY – LOTS 8 & 8A

Located on the north side of Emmorton Park Road; south of Interstate 95. Tax Map 61. Parcel 145. First Election District. Council District A. Planner Eric.

Plan No. P566-2016 Subdivide existing lot into two lots/5.12 acres/GI

Received 08-10-16 Emmorton Business Park LLC/Bay State Land Services

EMMORTON BUSINESS PARK – SITE – LOTS 8 & 8A

Located on the north side of Emmorton Park Road; south of Interstate 95. Tax Map 61. Parcel 145. First Election District. Council District A. Planner Eric.

Plan No. S565-2016 Construct 3 Story 30,000 sf Office Bldg. on each lot/5.12 acres/GI

Received 08-10-16 Emmorton Business Park LLC/Bay State Land Services

Verbatim Transcript

Mitch Ensor with Bay State Land Services presented the plan:

Good Morning, Mitch Ensor again representing the plan before us today. It is owned by Emmorton Business Park LLC. The Preliminary Plan which is the subdivision of the land is to take current lot 8 within the current Emmorton Business Park and subdivide it into two lots. It’s approximately 5.2 acres and we generally subdivide it into two equal lots of similar sizes. The site plan which is proposing the uses on the parcel are to. Let me back up a little bit. Previously on this lot 8 was an individual use approved back under plan S05324 and that was done in 2006 and it was an approved 60,000 square foot office building. A single building. Generally with this plan does is it takes the lots and subdivides it into lots and takes that 60,000 square foot building and instead of doing it as one large 60,000 square foot building put up two 30,000 square foot buildings on each lot that we create.

**Development Advisory Committee
Minutes, September 7, 2016
Page 17 of 25**

So that is the purpose of the plan. Each lot would meet the parking requirements. The site does not have any environmental features or any forest on site so we won't be proposing any tree clearing. The site does not need any variances to proceed and it would be served by public water and sewer.

We have submitted a stormwater management plan to support both uses. Landscaping and Lighting plans have been submitted for both sites as well as the site plan and preliminary plan before you today.

So, it is really in essence just taking what was a 60,000 square foot building and cutting it in half and putting each on their own lot. That is just the market conditions of today. Thank you.

Bill Snyder – Volunteer Fire & EMS

Preliminary Plan: No comment.

Site Plan:

Both buildings shall have a Knox Key Box installed at the main entrance. They shall be keyed for the Abingdon Fire Department: 410-638-3951.

Recommend the usage of non-combustible landscaping directly next to the buildings. Traditional, wooden-mulch increases likelihood of nuisance fires from outdoor smoking.

Robin Wales – Department of Emergency Services

Preliminary Plan: Lot #8 can remain #2104 Emmorton Park Road and lot 8A will be #2106 Emmorton Park Road. This address will work if displayed properly, available, and approved by planning & zoning.

Site Plan: The proposed buildings must display 8" – "10/10" – 12" address numbers and letters. The addresses must be clearly visible from Emmorton Park Rd.

"Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers responding to a call for help. Buildings that are greater than 5,000 square feet, higher than 50 feet, contain underground storage or parking and are constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 800 MHz amplifier. Department of Emergency Services will test coverage in your facility once construction is finished. Call 410-638-4900 for this assistance."

Emergency Services must have a list of at least 3 (three) emergency contacts for notification, response, and securing purposes if the facilities are not in operation 24 hours a day.

Please advise if the facility will have Closed Circuit Television (CCTV) Cameras. If so, please comment on Emergency Service's ability to access the camera feeds or provide a point of contact to comment on this matter.

Patrick Jones – Soil Conservation District

Concept SWM plans have been submitted and reviewed.

An adequate sediment and erosion control plan needs to be approved before a grading permit can be issued. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase.

We recommend, as per the new 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control Manual that in a Tier II watershed additional level of controls may be needed and Tier II buffers are utilized for this site.

A NOI permit is required from MDE when a project disturbs more than 1 acre. Please contact MDE about the NOI permit process.

Attached is information pertaining to the fee system for the review of sediment and erosion control plans. Please contact Bill Tharpe, 410.838.6181 x3, with questions about this information. This fee will be collected prior to the review of the site development plan.

Len Walinski – Harford County Health Department

Preliminary Plan: The Harford County Health Department has extended its approval for the above referenced **preliminary plan**. The site is located on the north side of Emmorton Park Road, south of Interstate 95.

This plan proposes to subdivide existing Lot 8 to create two (2) lots (Lots 8 and 8A). The site is serviced by public water and sewer.

Additional comments will be provided upon review of a site plan.

The final plat must bear the standard owner's statement and the master plan conformance statement.

Site Plan: The Harford County Health Department has extended its approval for the above referenced site plan. The site is located on the north side of Emmorton Park Road, south of Interstate 95.

This plan proposes to construct a three (3) story 30,000 sq. ft. office building on Lots 8 and 8A. The site is serviced by public water and sewer.

This office has the following comments regarding this project:

1. If the office building is occupied by dental/medical offices, certain permits and registrations may be required from the Maryland Department of the Environment (MDE).
 - a) Facilities that generate medical waste require that the facility choose a licensed medical waste hauler and that the waste hauler obtain an EPA identification number for that particular facility. If there are any questions regarding the EPA identification number, the facility should contact the MDE Hazardous Waste Program at 410-537-3356.
 - b) Facilities that conduct X-rays are required by MDE Air and Radiation Management Administration to be registered. If there are any questions regarding this registration, the facility should contact the Radiological Health Program at 410-537-3193.
2. If a break room, cafeteria, or the retail sales of food is planned, the Health Department will require a letter stating any intentions for food availability. Based on these intentions, further review by the Health Department's Consumer Protection Division may be required. Any questions regarding food sales or service may be directed to Lisa Kalama who may be reached at 410-877-2332.
3. Additional comments from this office will be provided at the time of the building permit or tenant/occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.
4. The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

**Development Advisory Committee
Minutes, September 7, 2016
Page 20 of 25**

Darryl Ivins – DPW Water & Sewer

Preliminary Plan:

New Series Required: Yes ☐ No ☒

If another series of this plan is submitted, then the Division of Water and Sewer would like an opportunity to comment on that series.

The Division of Water and Sewer has evaluated the proposed water and sewer utilities on this plan and has determined that if the approval conditions are complied with, the adequacy standards of the County Code will be met.

Water	X adequate	<input type="checkbox"/> inadequate
Sewer	X adequate	<input type="checkbox"/> inadequate

The following comments shall be included as conditions of Preliminary Plan approval for the above-described project:

The existing easements for the water meter vaults may need to be shifted to coincide with the actual location of the water services. They may also need to be enlarged to accommodate the size of the vault that is proposed to be installed.

If any of the existing water or sewer services are not used, then they must be abandoned as required by the Division of Water and Sewer

Site Plan:

New Series Required: Yes ☐ No ☐ -See Comments

If another series of this plan is submitted, then the Division of Water and Sewer would like an opportunity to comment on that series.

The Division of Water and Sewer has evaluated the proposed water and sewer utilities on this plan and has determined that if the approval conditions are complied with, the adequacy standards of the County Code will be met.

Water	X adequate	<input type="checkbox"/> inadequate
Sewer	X adequate	<input type="checkbox"/> inadequate

This property contains the 108 inch water line which is owned by the City of Baltimore. The water main is vital to providing regional service to Harford County, Baltimore City and its other major

Development Advisory Committee
Minutes, September 7, 2016
Page 21 of 25

municipal clients. There are likely restrictions to the amount and type of work which may occur within the Baltimore City easement. Before the Division of Water and Sewer can recommend approval of this site plan, the developer's engineer must contact Baltimore City and forward them a plan for review. The approval comments from the City must be forwarded to the Division of Water and Sewer for inclusion into the final approval letter for the proposed development of both of the proposed lots.

The initial contact person at Baltimore City is James A. Price Jr. He is the Division Chief of Environmental Services. He may be reached at 410-396-0539. His e-mail address is James.Price@baltimorecity.gov.

The proposed grading was not shown on this plan. It is recommended that before the plan is forwarded to the Baltimore City, the proposed grading and any retaining walls be added to the site plan.

A flow test must be performed to determine the water pressures and flows that are available for the design of this project. The developers engineer shall perform the test prior to submitting the Commercial Service Application for review. The test should be submitted to Mr. Ali Ghanavi at the Division of Water and Sewer. You may contact him for additional information concerning the test.

If an outside meter setting is used to serve the building on Lot 8, the final design of the storm drain which runs parallel to Emmorton Park Road must be adjusted so that it does not interfere with the meter vault. In any case, the storm drain may not pass through the drainage and utility easement for the meter vault.

The existing easements for the water meter vaults may need to be shifted to coincide with the actual location of the water services. They may also need to be enlarged to accommodate the size of the vault that is proposed to be installed.

Since the proposed use of these buildings are not yet known, the meter settings and backflow preventers may be required to be placed within the buildings.

A sampling manhole shall be installed on the sewer service at the edge of the road right of way or drainage and utility easement.

The Commercial Service Application Number 19896 must be added to the title block of the site plan submitted with the Application for approval.

Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. Contact the Division of Water and Sewer Administration and Permitting Section at 410-638-3300 for additional information.

Trees may not be placed within the drainage and utility easements or the SHA road right-of-way within fifteen feet (15') of existing or proposed utilities. The Division of Water and Sewer must have an opportunity to review the landscaping plan before it is approved by the Department of Planning and Zoning, to verify that this condition has been met. Approval of the Commercial Application for this project will not be granted until the landscaping plan is acceptable to the Division of Water and Sewer.

Mike Rist – DPW Engineering

Preliminary Plan & Site Plan Comments:

NEW SERIES REQUIRED – NO

1. A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.
2. Stormwater quantity management has been provided in the Regional Facility.
3. Additional management must be provided for this site in accordance with the 2000 Design Manual as amended by Supplement 1.
4. A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.
5. The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.
6. Maintenance of the regional stormwater management facility (facilities) is (are) the responsibility of the lot owner(s) and shall be stipulated in the association

documents. Maintenance of the on-site facilities is the responsibility of the individual lot owner.

7. A commercial access permit is required for this site.
8. Site entrances shall have adequate sight distance for a 35 mph design speed.
9. The entrance width shall be 30' with 30' minimum curb radii.
10. All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.

Comments are being forwarded to Planning and Zoning.

Corporal Brian O'Neill – Sheriff's Office

No Comment.

Rich Zeller – State Highway Administration

The SHA has no objection to Preliminary or Site Plan approvals as access is to a county road.

Eric Vacek – Planner

Preliminary and Site Plan Comments:

The property is zoned GI (General Industrial) and totals 5.12 +/- acres. This plan proposed to subdivide recorded Lot 8 of the Emmorton Business Park and create two (2), three story 30,000 square foot office building on Lot(s) 8 and 8A, respectively.

Recorded plat 55-13 shall be revised to reflect the proposed subdivision and subsequent creation of Lots 8 and 8A.

A Landscaping plan has been submitted to the Harford County Department of Planning and Zoning for review. A itemized estimate totaling \$14,000 was provided to the Department of Planning and Zoning. The dumpsters should be fenced/landscaped.

A photometric lighting plan has been submitted to the Department of Planning and Zoning. Exterior lighting shall be directed away from adjoining properties.

Moe Davenport – Are there any additional questions or comments from DAC Members?

Patrick Jones - Mitch, on site as I recall and from the previous sediment erosion control plan there is an existing sediment trap in the one corner where you are proposing to put the stormwater management in the ESD. You may need to take a soil sample or something like that when you submit it to Bruce to make sure that the new ESD in the sediment trap aren't in conflict. You know the new regulations.

Mitch Ensor – Yes

Patrick Jones – Because we can't put a trap on top of ESD's etc. Ok.

Mitch Ensor – We did shadow, I'm not sure if you can see it. There is a slight shadow.

Patrick Jones – Yes, I do see it.

Mitch Ensor – The ESD is just on the outside edge...

Patrick Jones – I just wanted to make sure. Like I said the site plan sometimes and where they actually put the trap on the site when they get there sometime actually shifts and I just wanted to make sure. Alright? Thank you.

Moe Davenport – Are there any additional comments?

Public Comments –

Phyllis Freidman – I am the Attorney and here on behalf of the owners for the Emmorton Stack and Store that is on the south side. I also represent the building on the other side. Our concern is that the Emmorton Stack and Store elevations are considerably lower than this parcel. We have in the past had problems with water run-off from this parcel. It's been fairly stable. I say that with my fingers crossed. There is a little sediment pond here that frankly we will be happy to see go with the zika virus floating around. I see better on this than I see on the site plan. So these are a series of small stormwater areas that are being placed in there. I know it is in your hands but I wanted to be sure that the water here is accounted for because if it isn't we are going to go back and be flooded again.

Moe Davenport – The stormwater management will take the drainage site into account.

Mitch Ensor – Right now Moe, as an undeveloped site there really is no check of that water running in your direction. What we do propose as you can see here with the color images. Those devices do have underdrains and I don't know if you can see it but it does drain out to the storm drains.

**Development Advisory Committee
Minutes, September 7, 2016
Page 25 of 25**

Moe Davenport – Are there any additional questions?

Meeting adjourned at 9:44 am